

## **FY 2012-2013 Frequently Asked Questions**

**Are applicants required to budget to attend the OAG Conference in FY 2012?** No. For this application cycle, applicants are required to budget to attend an OAG Sponsored Training. While it is *not* required that applicants, if funded, attend the OAG Conference being held in November 2011 in Houston, attendance *is* strongly encouraged. Details on the Conference and other OAG Sponsored Trainings can be found here:

[https://www.oag.state.tx.us/victims/victim\\_train.shtml](https://www.oag.state.tx.us/victims/victim_train.shtml). Other OAG Sponsored Training details should be available at a later date.

**How can new applicants register for a grant?** New applicants will need to go to the sign-up page <https://www.oag.state.tx.us/victims/grants/app/signup.php> to create an account to begin registration.

**Are Local Units of Government required to provide a Secretary of State Charter Number when completing registration?** No, only applicants registering as Non-Profit entities will be asked for their Secretary of State Charter Number.

**I think I completed registration, how can I confirm that I did?** Log back in to the registration system. Each grant type for which you completed registration will have been assigned a Unique Application Number (UAN) under Step Two. For example, if you completed registration for an OVAG, Step Two will show OVAG and Oxxx-12-xxxx underneath it, if you completed registration for a VCLG it would be VCLG and Vxxx-12-xxxx, SAPCS-State would be SAPCS-State and Sxxx-12-xxxx, and SAPCS-Federal would be SAPCS-Federal and Fxxx-12-xxxx.

**How can I download an Excel version of the Application?** Between February 11 – March 14, 2011, the Excel versions of the applications are only available in the registration system and only after registration has been completed for each grant type for which you will be submitting an application. In order to obtain an application once registration has been completed for that specific grant type, you can log back in to the registration system and under Step Three, the Excel versions of the application for each grant type for which you have completed registration will be available to be downloaded.

**Do we need to submit Collaboration Agreements for the Organization or Collaboration Agreements required to achieve the proposed project?** We are aware that the Application Kit Instructions regarding submission of Collaboration Agreements is confusing. The instruction should read, "Collaboration Agreements if required by the Applicant to achieve the proposed project as described in **Tab D**." If you have already submitted your Application(s) with the Collaboration Agreements for the Organization as listed in Tab A and not the Collaboration Agreements required to achieve the proposed project, you do not need to resubmit the Application and/or Collaboration Agreements. If you are awarded a grant, you will be contacted for this information at a later date. If you have not submitted any Collaboration Agreements, then submit them if they are required to achieve the proposed project as described in Tab D.

**On my OVAG/VCLG Application, the Budget Summary in Tab D is not auto-filling with the FY2013 Travel to an OAG Sponsored Training information that I entered in Tab C. What do I need to do?** Make sure that the information is correct in Tab C, if you are awarded a grant, we will make sure that your budget reflects the appropriate information.

**I have requested the maximum amount of funds allowable on my application but Tab A does not show 100%, why?** The percentage calculation on Tab A is calculating the percentage of funds requested that are in Personnel and Fringe. If 100% of the funds requested are in Personnel and Fringe, the calculation would show 100%. If funds were requested in categories other than Personnel and Fringe, the calculation would not be 100%, it would reflect the percentage of the total funds requested that are in Personnel and Fringe.

**On Tab C, my budget is showing that I requested \$42,000. On Tab A, total funds requested, \$42,000.14 is showing, what do I need to do?** Make sure that the information is correct in Tab C, if you are awarded a grant, we will make sure that your budget reflects the appropriate information.